

**CITY OF ASHEVILLE, NORTH CAROLINA  
CLASS SPECIFICATION**

**WATER PLANT OPERATOR III  
WATER RESOURCES DEPARTMENT**

**GENERAL STATEMENT OF DUTIES**

Performs complex technical and skilled work in the operation and minor maintenance of Water Resources facilities and equipment. Employee reports to the Water Plant Supervisor.

**DISTINGUISHING FEATURES OF THE CLASS**

An employee in this class performs complex technical and skilled work to provide safe, potable water for Asheville and its environs. This is done through the operation and minor maintenance of water treatment plant, water storage tanks, and associated facilities. Work involves collecting water lab samples and performing required analyses and tests; checking chlorinators and other machines; and reading meters, gauges and dials. Work also involves monitoring potable water levels in ground and elevated storage tanks. Employee is responsible for maintaining records of readings, making more complex adjustments and repairs to equipment and fixtures as required, and maintaining accurate records. Employee may also assist in training and coordinating the work of lower-level Water Plant Operators. Employee must exercise independent judgment and initiative in completing assignments. Employee must also exercise tact and courtesy in frequent contact with co-workers and supervisors. Work is performed under limited supervision of the Water Plant Supervisor and is evaluated through conferences, reports and observation.

**ILLUSTRATIVE EXAMPLES OF WORK**

**ESSENTIAL JOB FUNCTIONS**

Monitors SCADA equipment and maintains proper surveillance of all plant processes, equipment and controls to ensure efficient operation of the plant.

Collects water samples, and performs lab tests; checks filters, chlorinators and chemical feed discharges; reads meters, gauges and dials, and maintains reports of readings.

Analyzes water for pH alkalinity, CO<sub>2</sub>, hardness, color, chlorine, fluoride, turbidity and other required tests; checks water levels, raw water flow, finished water flow and various other operational checks.

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Monitors process variables, making changes as determined by flow, controls, instrumentation analysis, calculations, and visual observations; calibrates equipment; adds chemicals; monitors and participates in shut-downs and start-ups of equipment as directed.

Monitors computer SCADA equipment to ensure efficient plant operation; maintains pumps and reservoir levels; unload chemicals from tanker truck to bulk tanks; fills day tanks as necessary.

Prepares and submits required records and reports.

### **ADDITIONAL JOB FUNCTIONS**

Maintains supplies, chemicals and parts, and ensures that related paperwork and bills are processed.

Performs various housekeeping, grounds and equipment maintenance functions.

Prepares and paints facility buildings, pump stations, and equipment.

Repairs leaks within water facilities, grounds and buildings; repairs chlorine equipment.

Maintains supplies, chemicals and parts and ensures that paperwork and bills are completed.

Unloads chemicals from tanker trucks, filling tanks as necessary.

Performs related work as required.

### **KNOWLEDGE, SKILLS AND ABILITIES**

Considerable knowledge of the operating principles and practices and the maintenance requirements of water storage tanks, and pumping equipment and machinery.

Considerable knowledge of the occupational hazards and safety precautions associated with water plant operations and related activities.

Considerable knowledge of the mechanical maintenance and lubrication requirements of the equipment operated.

Considerable knowledge of federal, state and local laws, ordinances and regulations pertaining to the treatment of water for distribution as drinking water.

Working knowledge of chemistry as applied to water treatment.

Working knowledge of standard laboratory principles, techniques, terminology and equipment.

Ability to recognize breakdowns in water treatment equipment.

Ability to understand and follow specified operating and recording procedures.

Ability to make minor repairs of equipment operated.

Ability to exercise independent judgment based on training and experience in making decisions and coordinating the proper operation of equipment.

Ability to detect defects and to take appropriate action in the operation of water equipment, chemical feed systems and other related equipment.

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Ability to secure the requisite operator's certificate as required by work assignments.

Ability to keep accurate records and prepare reports.

Ability to communicate effectively orally and in writing.

Ability to establish and maintain effective working relationships as necessitated by work assignments.

### **MINIMUM EXPERIENCE AND TRAINING**

Associate's degree in biology, chemistry, science or a related field and 3 to 5 years of experience in water operations; and/or any equivalent combination of training and experience required to perform the essential position functions.

### **SPECIAL REQUIREMENT**

Possession of a class "A" Water Treatment Facility Operator for Surface Water certificate issued by the State of North Carolina.

### **COMPETENCIES**

**Technical Competency:** Ability to use the tools and concepts of the specialty area in which the employee works. Includes using appropriate processes, procedures, resources, and work or professional standards.

**Interpersonal Competency:** Ability to work with people, develop and maintain work relationships, communicate, manage conflict, and perform as an effective team member.

**Intellectual Competency:** Ability to think, learn and process information. Ability to solve problems and gather necessary information. Includes having math and reading skills appropriate to job level.

**Customer Service:** Ability to identify customers, determine the valid needs of a situation, and provide service or service recovery in a manner that satisfies the customer.

**Organizational and Community Sensitivity:** Ability to take the larger perspective into account, recognize organizational and community priorities and balance actions appropriately.

**Physical Skills:** Ability to perform required jobs with adequate strength, dexterity, coordination and visual acuity (with reasonable accommodation[s] if needed) and in a

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manner that does not pose a direct threat to the health or safety of the employee or others in the workplace.

Salary Grade 13  
Non-Exempt